

Hernhill PTAFa Annual General Meeting Minutes



Date: Tuesday, 30 June 2026

Venue: Hernhill Church of England Primary School

Present

- Charlotte Appleton (Co-Chair)
- Eleanor Harrison (Co-Chair)
- Sarah Alexander (Headteacher)
- Hayley Gentry
- Tara West
- Jodie Harrison
- Kelly Arnott

Apologies

- Rebecca Keable
- Morgan Fenning
- Samantha Gardner

1. Welcome

Eleanor Harrison welcomed everyone to the Annual General Meeting and thanked those attending for taking the time to support the PTAFa. She reflected on another successful year and explained that the purpose of the AGM was to review the previous year's activities, receive the financial report and elect the committee for the forthcoming year.

2. Co-Chairs' Report

Eleanor presented the Co-Chairs' Report on behalf of herself and Charlotte Appleton.

Members heard that the 2025/26 academic year had been one of the busiest, most challenging and rewarding years the PTAFa had experienced. Despite a number of unexpected challenges during the year, the committee had remained committed to supporting the school, creating enjoyable experiences for families and investing significantly in projects that would benefit pupils for many years to come.

The report highlighted the success of the year's fundraising programme, including the Colour Run, Christmas events, second-hand uniform sales, sponsorship, grants and numerous smaller fundraising initiatives. These events had not only generated valuable income but had also helped strengthen the school community by bringing families together.

Thanks to the continued generosity of parents, carers, local businesses and volunteers, the PTAFa had been able to invest almost **£20,000** back into the school.

Major projects funded during the year included:

- **£11,666.67** towards the installation of the school's new outdoor awnings, not including funding for an additional awning at £1200.
- **£3,000** towards the refurbishment of the ICT Suite.
- **£2,304.33** allocated to class funds, allowing teachers to purchase resources tailored to their pupils.
- **£2,925** to fund coach transport for the whole-school pantomime trip.

Members acknowledged that these investments represented a significant legacy for the school and would continue to benefit pupils for many years.

The committee also recognised the considerable amount of work undertaken behind the scenes throughout the year, including organising events, managing finances, applying for grants, sourcing sponsorship, coordinating volunteers and working closely with the school to maximise the impact of fundraising.

Special thanks were given to Mrs A for her continued encouragement, enthusiasm and support, which had enabled the PTAFa to continue delivering projects and experiences for the children.

The committee expressed its excitement for the coming year and its commitment to continuing to support the school through fundraising, community events and future investment.

3. Treasurer's Report

The Treasurer's Report was presented on behalf of Morgan Fenning.

Members noted that:

- Opening balance (30 June 2025): **£13,932.95**
- Closing balance (29 June 2026): **£3,368.07**

Whilst the year ended with a lower balance than the previous year, members were reminded that this reflected deliberate investment into the school rather than reduced fundraising income.

The report detailed the substantial contributions made during the year, with almost **£20,000** invested directly into improving facilities, educational resources and pupil experiences.

It was noted that, despite these significant investments, the PTAFa remained in a stable financial position with sufficient reserves to begin the 2026/27 financial year.

The Treasurer's Report was accepted unanimously.

4. Election of Committee Officers

The following committee appointments were agreed for the 2026/27 year.

Co-Chairs

Charlotte Appleton and Eleanor Harrison both confirmed that they were willing to continue serving as Co-Chairs.

No other nominations were received.

Charlotte Appleton and Eleanor Harrison were duly elected as Joint Co-Chairs.

Treasurer

Morgan Fenning to continue in the role of Treasurer.

It was agreed that Charlotte Appleton would provide additional support where required.

Morgan Fenning was re-elected as Treasurer.

Secretary

Samantha Gardner stepped down from the role of Secretary.

The committee thanked Samantha for the time and commitment she had given whilst serving on the committee.

As no nominations were received for the position, it was agreed that Charlotte Appleton and Eleanor Harrison would undertake the responsibilities of Secretary jointly on an interim basis until a permanent Secretary could be appointed.

5. Committee Membership

The committee was pleased to welcome **Hayley Gentry** back following a break from the PTAFa.

Members expressed their appreciation for Hayley's previous contributions and looked forward to working with her again during the coming year.

The meeting also formally recorded its thanks to committee members who were leaving.

Special recognition was given to:

- Tara Castle
- Hannah Selway-Taylor

for their commitment, enthusiasm and support during their time on the committee. Their contribution to fundraising and the wider school community was acknowledged with sincere thanks, and everyone wished them well for the future.

6. Looking Forward

The committee discussed priorities for the coming year, including continuing to provide enjoyable fundraising events for families whilst supporting the school's future priorities.

It was agreed that, although the previous year had seen significant investment into major capital projects, the committee remained committed to maintaining a healthy programme of fundraising and ensuring that money raised continued to make a meaningful difference to pupils.

Members looked forward to another successful year working alongside Mrs A, school staff, parents and volunteers.

7. Any Other Business

There being no further business, members were thanked for their attendance and continued support of the PTAFa.